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### College Senate Resolutions

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4-5-2004

# Disability Statement

The College at Brockport, College Senate

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**SUNY BROCKPORT**

Faculty Senate  
State University of New York  
College at Brockport  
350 New Campus Drive  
Brockport, NY 14420-2925  
(585) 395-2586 (Fax) 395-2246

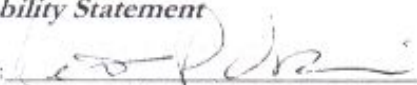
**Resolution # 30  
2003-2004  
FACULTY SENATE**

TO: Dr. Paul Yu, College President

FROM: The Faculty Senate Meeting on: **April 5, 2004**

RE: ☒ I. Formal Resolution (*Act of Determination*)  
II. Recommendation (*Urging the Fitness of*)  
III. Other, For Your Information (*Notice, Request, Report, etc.*)

SUBJ: **Disability Statement**

Signed:   
(Dr. Kenneth O'Brien, 2002-2004 Faculty Senate President)

Date: 4/08/04

TO: The Faculty Senate

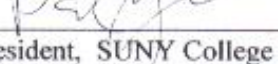
FROM: **Dr. Paul Yu, College President**

RE: ☒ I. Decision and Action Taken on Formal Resolution (circle)  
a. ☒ Accepted. Effective Date: 5/5/04  
b. Deferred for discussion with the Faculty Senate on \_\_\_/\_\_\_/\_\_\_  
c. Unacceptable for the reasons contained in the attached explanation  
II, III. Response to Recommendation or Other/FYI  
a. Received and acknowledged  
b. Comment:

DISTRIBUTED TO: President's Staff  
Deans Council

O: Originator, Academic  
dvisement, Registrar

Distribution Date: 5/5/04

Signed:   
(Dr. Paul Yu, President, SUNY College at Brockport)

Date: 5/5/04

**FACULTY SENATE OFFICE  
RESOLUTION PROPOSAL COVER PAGE**

**DEADLINE FOR SUBMISSIONS: FEBRUARY 23** - Proposals received after March 1 may not be reviewed until next semester.

Submit all proposals to the Faculty Senate President electronically or on a disk with a hard copy.

Please provide cover page information requested.

[facpres@brockport.edu](mailto:facpres@brockport.edu), [fsenate@brockport.edu](mailto:fsenate@brockport.edu)

Faculty Senate Office, 426 Allen Building

NUMBER TO BE ASSIGNED BY SENATE OFFICE

ROUTING  
NUMBER\*

**#51 03-04 SP**

**1. PROPOSAL TITLE:**

Please be somewhat descriptive, for example, *Graduate Probation/Dismissal Proposal* rather than *Graduate Proposal*.

Proposal to Change the Disability Statement

**2. BRIEF DESCRIPTION OF PROPOSAL:**

**The Disability Statement that appears on course syllabi and that is read in class may not sufficiently explain the process for serving students with disabilities. The revised statement places responsibilities for assessing disabilities and determining accommodations in line with College policies.**

**3. SUBMISSION & REVISION DATES:** PLEASE DATE ALL UPDATED DOCUMENTS and resubmit to the Senate Office electronically prior to Senate review and vote at [fsenate@brockport.edu](mailto:fsenate@brockport.edu).

First Submission	Updated on	Updated on	Updated on
2/23/04	3/11/04		

**4. SUBMITTED BY: (contact person)**

Name	Department	Phone	Email

**5. COMMITTEES TO COPY: (Senate office use only)**

Committee	Forwarded To	Date
<input type="checkbox"/> Budget	<b>Committee Chair</b>	2/23/04
<input type="checkbox"/> College Environment	Executive Committee	3/8/04
<input type="checkbox"/> Enrollment Policies	Senate Floor	3/22/04
<input type="checkbox"/> General Education	College President	4/8/04
<input type="checkbox"/> Graduate Curriculum		
<input type="checkbox"/> Personnel Policies		
<input checked="" type="checkbox"/> <b>Student Policies</b>		
<input type="checkbox"/> Undergraduate Curriculum		

\*(ROUTING NUMBER WILL BE A CHRONOLOGICAL NUMBER SEQUENCE FOLLOWED BY COMMITTEE INITIALS)

## PROPOSAL TO CHANGE THE DISABILITY STATEMENT

### EXISTING POLICY FROM FACULTY/STAFF HANDBOOK

#### **200.19 DISABILITY STATEMENT**

1. Students with Disabilities - The Federal Civil Rights Law protects the rights of students with disabilities. Faculty are obligated to comply with whatever accommodations are determined by the Office for Students with Disabilities (OSD). You are also obliged to read and distribute in writing (as part of your course syllabus) the following statement:

*"I would appreciate hearing from anyone in this class who has a special need that may be the result of a disability. I am reasonably sure we can work out whatever arrangement is necessary, be it special seating, testing or other accommodations. See me after class or during my office hours, as soon as possible."*

2. *Students who have been determined to require such accommodations must present a form to you from OSD that will specify exactly what accommodations are required. You should also keep in mind that providing special accommodations to students without disabilities certified by OSD gives those students an advantage not made available to the other students in the course, creating yet another inequity. For this reason, in the absence of an official note from OSD accommodations that are not made available to all students must not be provided to any student.*

#### **Rationale for changing the disability statement:**

Since accommodations should be made only for students with official letters from the Office for Students with Disabilities, it is more efficient to refer students directly to OSD. Faculty are not responsible for deciding which students should contact OSD. The phrase beginning with *"I am reasonably sure..."* may give the impression that the instructor has some influence over accommodations decisions in response to student requests. Further, suggesting specific accommodations (special seating, testing) may be misleading to students whose disabilities may not warrant them.

The proposed statement provides students with information necessary for obtaining appropriate accommodations, yet puts the responsibility for contacting OSD with students, and the responsibility for making accommodations with OSD.

#### **Proposed Disability Statement** (REVISED 3/11/04)

Students with documented disabilities may be entitled to specific accommodations. SUNY Brockport's Office for Students with Disabilities makes this determination. Please contact the Office for Students with Disabilities at 395-5409 to inquire about obtaining an official letter to the course instructor detailing approved accommodations. The student is responsible for providing the course instructor with the official letter. Faculty and staff work as a team with the Office for Students with Disabilities to meet the needs of students with disabilities.

*Proposed Distribution of Disability Statement to Faculty*

- Upon approval, the Center for Excellence in Learning and Teaching (CELT) will assist in the distribution of the new Disability Statement in the following ways:
- Provide School Deans with an electronic copy of the Statement, asking them to distribute it to their department chairs, and to mandate its distribution to faculty members. [This top-down approach should draw faculty members' attention to the new statement.]
- Compose a brief article for inclusion in the Academic Affairs newsletter, providing the new statement along with additional relevant information.
- Post the new statement on the CELT website, along with a brief article concerning the change in the recommended statement.
- Provide new faculty with the statement and instructions on its use via New Faculty Orientation.
- Include the new statement in any CELT seminars/workshops on syllabus construction and/or other relevant topics.